

CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES  
February 11, 2016

The Citizens Public Safety Oversight Committee of the City of Norman, Cleveland County, State of Oklahoma, met at 4:00 p.m. in the Multi-Purpose Room located at 201 W. Gray Street on the 11th day of February, 2016, and notice and agenda of the meeting were posted at City Hall located at 201 W. Gray Street 24 hours prior to the beginning of the meeting.

PRESENT:	Members Keith Allen, Joan Goth, Lea Greenleaf, Matthew Leal, Linda Price, Bill Scanlon, David Wilson, and Chair Sims
ABSENT:	Member Mike McIlvoy
COMMITTEE LIAISONS:	Robert Wasoski, FOP (present) Ryan Carter, OU (absent) IAFF (position vacant)
STAFF PRESENT:	Suzanne Krohmer, Budget Manager Jim Fullingim, Fire Chief Jim Bailey, Deputy Fire Chief Keith Humphrey, Police Chief Major JD Younger, NPD Captain Todd Gibson, NPD Leah Messner, City Attorney II
OTHERS PRESENT:	Breea Clark, President, Norman PTA Council Roger Gallagher, Citizen Casey Holcomb, Citizen Ty Todd, Citizen

Chair Sims called the meeting to order. He welcomed staff and guests to the meeting and asked them to introduce themselves.

Item 2, being:

APPROVAL OF THE CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES OF JANUARY 14, 2016.

Member Price made a motion to approve the Citizens Public Safety Oversight Committee minutes of the January 14, 2016 meeting, which motion was duly seconded by Member Greenleaf;

and the question being to approve the Citizens Public Safety Oversight Committee minutes of January 14, 2016, a vote was taken with the following result:

YEAS: Members Keith Allen, Joan Goth, Lea Greenleaf, Matthew Leal, Linda Price, Bill Scanlon, David Wilson, and Chair Sims

NAYES: None

Chair Sims declared the motion carried and the Citizens Public Safety Oversight Committee minutes of January 14, 2016, are approved.

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ITEM 3, being:

### MONTHLY UPDATES

#### Finance Report

Suzanne Krohmer made presentation. She pointed out the sales tax collection and reminded the members that we are 2 months behind in collecting sales tax. The sales tax shown is for the month of November. And the large Capital Equipment expenditure of \$111,830 is for the bus purchased by the Fire Department. Bus capacity is 21 passengers and wheelchair accessible, will accommodate 2 wheelchairs. The bus will be used for rescue operations during any type of disaster.

Chief Fullingim told the Committee that the bus is getting graphics on it in red and yellow. It will look like a fire engine when finished.

#### Fire Department

Chief Fullingim made the presentation. First use of the bus will be to transport 19 people to Tennessee for the specialized "swift water" rescue training. Member Greenleaf asked who's putting on the course. Chief said he did not know for sure. Member Leal asked if the department would be taking their boat. Chief said yes, there is no "swift water" rescue training held in Oklahoma with this type accreditation. Member Allen asked who will pay for training. Chief said City will pay and then, hopefully, be reimbursed by Homeland Security funds for almost 100%.

Preconstruction on the 100' ladder truck will begin in April with projected delivery in November 2016. Member Greenleaf asked the name of the manufacturing company. Chief said Pierce Manufacturer.

We are taking applications for the seven vacancies in the department. By May or June of this year we are expecting to have 12 vacancies. The Fire Department is currently recruiting for a new Fire Chief. Member Allen wanted to know if applicants for fire fighter have to have their EMT. Chief said yes, it is now required, used to be preferred. Fire Department is a basic life support agency and you have to have an EMT certification. Chair Sims says it is required that every truck must have a Basic EMT licensed person on board, Oklahoma Health Department and EMS rules and regulations. Chief said we will now accept a person with an honorable discharge in lieu of college credit. He said we have a Tentative Agreement with labor group that the City will pay for Advanced EMT and Paramedics training. The new protocols are that we will elevate the services we provide. Chair Sims says it benefits the entire community and also helps EMS, too.

Chief said this would be his last meeting with the Committee and thanked them for their service. Jim Bailey will take over Friday, February 26<sup>th</sup>. Bailey invited the Committee to the retirement reception for Chief Fullingim to be held in the Council Chambers on the 26<sup>th</sup> at 2:00 pm.

### Police Report

Captain Todd Gibson made presentation. Community Policing program is ongoing; we have completed the anti-bullying training at Alcott Middle School, and partnered with Norman Schools to have training for parents in the anti-bullying program. Cottonwood Ridge apartments completed their training and designated a crime-free neighborhood and will be certified in April 2016.

The 40<sup>th</sup> Annual Chili Supper hosted by the Fire Department and Police Department will be Thursday, February 18<sup>th</sup> in the Norman High School Commons Area.

Captain Gibson said due to the work of University of Oklahoma Police Department Major and Chair Sims, a large-scale tabletop exercise was held with the Norman Police and Fire Departments, Norman Emergency Management, EMSTAT, Oklahoma State Emergency Management, Moore Fire and Police Departments, Moore Emergency Management, Cleveland County Emergency Management, and other Cleveland County agencies, OU Athletic Department personnel, Larry Naifeh and all other University decision makers. In the event of a terrorist threat at an OU football game, we want to be prepared. The focus was to build working relationships among agencies. Success in critical incidents is the training and building relationships with other agencies that is the most important. The 4-hour table top exercise represented a 12-hour operational period on paper. We worked with disaster response groups and incident command structure. Chair Sims said our agencies work better here than anywhere else in the country.

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ITEM 4, being:

### PHASE II RADIO CONSULTANTS AND RADIO SYSTEM UPDATE

Major Younger says we have a 292 page draft of the RFP for the radio system update. It's currently in Legal Department and we anticipate receiving final draft in 6 – 10 days. Chief will provide draft for Committee. Final projected by end of the month.

Chair Sims wanted to know where we are with construction of the building, hiring a building manager, etc. Chief said RFP is being reviewed, and design of building is part of project.

Member Greenleaf asked if the RFP for Radio System would be finished by end of the month. Younger said yes. Member Greenleaf asked if there had been any surprises during the process. Younger said no, it's a very technical document. Member Greenleaf wanted to know if there is a timeline for completion. Younger said RFP states not to exceed 24 months and Consultant says approximately 18 month project. Member Greenleaf wanted to know if we foresee any partnering with other agencies. Because of the technical aspects, we're not sure we can share with other agencies. Younger said we will continue with interoperability, main focus will be operability in City of Norman.

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ITEM 5, being:

UPDATE ON MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE CITY OF NORMAN AND NORMAN PUBLIC SCHOOL DISTRICT FOR THE SCHOOL RESOURCES OFFICER PROGRAM

Leah Messner, Assistant City Attorney II, made presentation. Process is going well. We have heard from Attorney for Norman Public Schools on second document and it had been signed off with a suggestion of merging both documents. We hope to have final agreement in one to two weeks. Member Leal asked about inviting higher ups from Norman Public Schools to hear their concerns and expectations and share ours. Messner said there are ongoing discussions with the Legal office and Norman Public Schools. School attorney's office is in Claremore. Messner said draft includes their comments and concerns. Chair Sims and Member Wilson said it would be good to know school district concerns and we could invite who they designate for a discussion. Chair Sim's concern is there is going to be a community reaction, some good and some bad. He feels this Committee can easily respond to the citizens concern and answer questions.

Member Allen wanted to know if the NPS Attorney has experience in writing MOUs. Messner said yes, with Tulsa County Sheriff's office, Community College & Technology Center, and Jenks Public Schools. Member Allen wanted to know if any other public schools have a local agreement, something like this. Chief said yes, we are doing close to industry standards. It's a new process and we have to make sure as much as possible is right to make it go smoother.

Member Leal asked about an email in a week or two. Messner said yes. Member Wilson wanted "equitable" cost sharing defined. Messner said once the final document is presented the definition of "equitable" will be defined. Chief said he thinks it will be, there will be a cost sharing process. We are working with Norman Public Schools on equipment purchasing details. We realize the importance of this. Member Greenleaf said our charge is looking at document to make sure there's equity. Chief said we want to make sure it is fair. I believe it is going to be equitable. Plan will be laid out, details are still being worked out.

Casey Holcomb wanted to know what the 2<sup>nd</sup> agreement is about. Messner said it addresses a more in-depth look at the role of the SROs and relationships between parties. Breea Clark wanted to know if parents are involved in drafting and reviewing the document. Messner said the Council will approve the MOU in a public meeting and it will be a public document. Breea Clark said she is the President of the Norman PTA Council and wants to be able to inform others. Chief said SROs have been selected in a joint hiring process with Norman Public Schools. The SROs consisting of a supervisor and 5 officers will start July 1, 2016. In July 2017 the remaining 7 officers will be trained and ready. Process of selecting these 7 officers will begin in November. Invite Lt. Chad Vincent, the SRO supervisor, to the PTA meetings and he will talk about the program.

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ITEM 6, being

ESTABLISH AGENDA TOPICS FOR THE NEXT MARCH 10<sup>TH</sup> MEETING – include discussion on new EOC, to start quarterly updates (March, June, Sept, and Dec)

March meeting will be the EOC Update quarterly report.

Communication Update will be around June/July.

Member Leal wanted to know about body worn cameras. Chief said RFP was completed, company chosen and then acquired by another company. We had to rebid, vendor not selected yet, we have until March 3<sup>rd</sup>. Chief said we are talking to other cities to decide if we go 100% body cameras or 80% body and 20% car. He said we will focus on body cameras. Member Greenleaf said he was surprised Oklahoma City had acquired their body cameras. Chief said Oklahoma City got 120 cameras at a cost of \$170,000. The problem with Oklahoma City is they had to hire additional staffing. You probably heard just simple equipment cost. City of Norman has added another person in Internal Affairs. We will Beta Test approximately 20 cameras for 60-90 days. Cameras are constantly changing, so glad we are waiting. Roger Gallagher asked about camera limitation, light, glare, etc. Chief said he hadn't seen limitations and they have been used on a "Code 3" run. Resolution is pretty clear.

Chair Sims asked if there was anything else. Member Allen said new members should get an overview of police recruit training. Chair Sims said we can do police one month and fire another month.

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ITEM 7 being:

#### MISCELLANEOUS COMMENTS

Member Scanlon asked about touring the Fire Department Training Facility. Chair Sims said yes, and we can discuss fire training in the April meeting. Member Scanlon said he spent a day with the Fire Department and went out to the training facility. He was very impressed with all they put the recruits through in their training.

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Item 8 being

#### ADJOURNMENT

Member Greenleaf moved that the Citizens Public Safety Oversight Committee meeting adjourn, which motion was duly seconded by Member Leal;

and the question being to adjourn the Citizens Public Safety Oversight Committee meeting, a vote was taken with the following results;

YEAS:	Members Keith Allen, Joan Goth, Lea Greenleaf, Matthew Leal, Linda Price, Bill Scanlon, David Wilson, and Chair Sims
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NAYES:	None
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Chair Sims declared the motion carried and the Citizens Public Safety Oversight Committee adjourned at 4:45 pm.